

CalATERS-Global Expense Summary

REPORT INFORMATION

Name John Chiang
Expense Dates 03/11/14-03/12/14
Form ID TEA000367909
Approver Richard J Chivaro
Start Date/Time 03/11/14 / 1235
End Date/Time 03/13/14 / 0815
Trip Location BUR-OAK-SF-SAC
Purpose of Trip 3/11 Receive CLAY Award-SF:3/12Mtw
Authorization #/ Trip # 7

REPORT TOTALS

Report Total 425.67 USD
Department Paid 208.89 USD
Advance Schedule Amount 0.00 USD
Amount Due Employee 216.78 USD

**** Charges are in USD unless otherwise noted**

EXPENSE DATA SUMMARY

Date	Expense Item	Amount	Payment Type	Country	Ex. Rate	Charge to	USD
03/11/14	Airfare - Commercial	208.89	Department Paid	United States (US)	1.00		208.89
03/11/14	Lodging	108.39	Cash	United States (US)	1.00		108.39
03/12/14	Lodging	108.39	Cash	United States (US)	1.00		108.39

Expense Sub-Totals

Airfare - Commercial 208.89
Lodging 216.78

Review Items - Exceptions and Questions

Text	Response	Policy
Approvers should verify lodging was obtained in a designated high cost count		46new

Did you obtain prior written approval to exceed the maximum allowed? Yes

#46a DPA
required - Lodging

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